



MEETING OF THE

ADMINISTRATION COMMITTEE

Main Office

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Orange County: Chris Norio, Orange County • Christine Barnes, La Palma • John Beauman, Brea • Lou Bone, Tustin • Debbie Cook, Huntington Beach • Leslie Daigle, Newport Beach • Richard Dixon, Lake Forest • Troy Edgar, Los Alamitos • Paul Glazi, Laguna Niguel • Robert Hernandez, Anaheim • Sharon Quirk, Fullerton

Riverside County: Jeff Stone, Riverside County • Thomas Buckley, Lake Elsinore • Bonnie Flickinger, Moreno Valley • Ron Lovelidge, Riverside • Greg Pettit, Cathedral City • Ron Roberts, Temecula

San Bernardino County: Gary Overt, San Bernardino County • Lawrence Dale, Barstow • Paul Easton, Montclair • Lee Ann Garcia, Grand Terrace • Tim Jasper, Town of Apple Valley • Larry McCullon, Highland • Deborah Robertson, Rialto • Alan Wapner, Ontario

Ventura County: Linda Parks, Ventura County • Glen Recerna, Simi Valley • Carl Morehouse, San Buenaventura • Todd Young, Port Hueneme

Orange County Transportation Authority: Art Brown, Buena Park

Riverside County Transportation Commission: Robin Lowe, Hemet

Ventura County Transportation Commission: Keith Milhouse, Moorpark

NOTE NEW LOCATION AND TIME

Thursday, June 7, 2007

10:00 a.m. – 10:30 a.m.

Lake Arrowhead Resort & Spa
27984 Highway 189
Lake Arrowhead, CA 92352
(909) 336-1511

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Carmen Summers at 213.236.1984 or summers@scag.ca.gov

Agendas and Minutes for the Administration Committee are also available at:

www.scag.ca.gov/committees/ac.htm

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Administration Committee Membership

June 2007

Young, Toni, Chair

Washburn, Dennis, Vice Chair

Port Hueneme

Calabasas

Immediate Past President

EEC

Member	Representing	Affiliation
Aldinger, Jim	Manhattan Beach	SBCCOG
Baldwin, Harry	San Gabriel	TCC
Becerra, Glen	Simi Valley	Ventura County
Burke, Yvonne	Los Angeles	President
Clark, Margaret	Rosemead	EEC
Dixon, Richard	Lake Forest	Officer
Edney, Jon	El Centro	CEHD
Loveridge, Ronald	Riverside	Riverside County
Lowenthal, Bonnie	Long Beach	TCC
Masiel, Andrew	Pechanga Band of Luiseno Mission Indians	Appointed
McCallon, Larry	Highland	Appointed
Nowatka, Paul	Torrance	Appointed
O'Connor, Pam	Santa Monica	Appointed
Ovitt, Gary	San Bernardino	Officer
Parks, Bernard	Los Angeles	Appointed
Pettis, Greg	Cathedral City	CVAG
Roberts, Ron	Temecula	WRCOG
Wapner, Alan	Ontario	SANBAG

ADMINISTRATION COMMITTEE

AGENDA

PAGE #

TIME

"Any item listed on the agenda (action or information) may be acted upon at the discretion of the Committee."

1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE

Hon. Toni Young,
Chair

2.0 ELECTION OF CHAIR & VICE CHAIR

3.0 PUBLIC COMMENT PERIOD

Members of the public desiring to speak on an agenda item or items not on the agenda, but within the purview of the Committee, must fill out and present a speaker's card to the Assistant prior to speaking. A speaker's card must be turned in before the meeting is called to order. Comments will be limited to three minutes. The chair may limit the total time for all comments to twenty (20) minutes.

4.0 REVIEW and PRIORITIZE AGENDA ITEMS

5.0 CONSENT CALENDAR

5.1 Approval Items

- | | | |
|-------|---|----|
| 5.1.1 | <u>Minutes of April 5, 2007 Meeting</u>
<u>Attachment</u> | 1 |
| 5.1.2 | <u>Contracts over \$250,000</u>
<u>Attachment</u> | 6 |
| 5.1.3 | <u>Sponsorship of the World Conference</u>
<u>on Transport Research</u>
<u>Attachment</u> | 13 |
| 5.1.4 | <u>EPA Grant for Smart Growth Streets</u>
<u>and Emergency Response</u>
<u>Attachment</u> | 14 |

ADMINISTRATION COMMITTEE

AGENDA

		PAGE #	TIME
<u>Approval Items – Cont'd</u>			
5.1.5	<u>FHWA Grant for Integrating Transportation and Resource Planning to Develop Ecosystem Based Infrastructure Projects Attachment</u>	16	
5.1.6	<u>Amendment to the SCAG Travel Policy and Guidelines Attachment</u>	18	
5.2	<u>Receive & File</u>		
5.2.1	<u>Contracts/Purchase Orders and MOUs between \$5,000 - \$250,000 Attachment</u>	19	
6.0	<u>ACTION ITEMS</u>		
6.1	<u>Fullbright & Jaworski Contract Attachment</u> Recommended Action: Approve Amendment	30	5 minutes
		Joann Africa, Acting Chief Counsel	
6.2	<u>State Lobbyist Contract Attachment</u> Recommended Action: Approve	32	5 minutes
		Sylvia Patsaouras, Interim Director of Government & Public Affairs	
6.3	<u>Federal Lobbyist Contract Attachment</u> Recommended Action: Approve	37	5 minutes
		Sylvia Patsaouras, Interim Director of Government & Public Affairs	
6.4	<u>I-710 EIR/EIS Funding Agreement Attachment</u> Recommended Action: Direct SCAG staff to develop a Funding Agreement with MTA.	36	5 minutes
		Phillip Law, Corridors Program Manager	

ADMINISTRATION COMMITTEE

AGENDA

		<i>PAGE #</i>	<i>TIME</i>
7.0	<u>INFORMATION ITEMS</u>		
7.1	<u>CFO Monthly Financial Report for April 2007</u> Attachment	38	10 minutes
	Wayne Moore, CFO		
8.0	<u>STAFF REPORT</u>		
9.0	<u>FUTURE AGENDA ITEMS</u>		
	Any Committee member or staff desiring to place items on a future agenda may make such a request.		
10.0	<u>ANNOUNCEMENTS</u>		
11.0	<u>ADJOURNMENT</u>		
	Due to the Fourth of July, the next meeting of the Administration Committee will be held on Thursday, July 12, 2007 at the SCAG offices in downtown Los Angeles.		

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
ADMINISTRATION COMMITTEE

April 5, 2007

MINUTES

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPE OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Administration Committee held its meeting at SCAG Offices, Downtown, Los Angeles, CA. The meeting was called to order by Toni Young, Chair, Port Hueneme. There was a quorum.

Members Present

Baldwin, Harry	City of San Gabriel
Burke, Yvonne	County of Los Angeles
Clark, Margaret	City of Rosemead
Dixon, Richard	City of Lake Forest
Edney, Jon	City of El Centro
Masiel, Andrew	Pechanga Band of Luiseno Mission Indians
Nowatka, Paul	City of Torrance
Ovitt, Gary	County of San Bernardino
Pettis, Greg	City of Cathedral City
Roberts, Ron	City of Temecula
Wapner, Alan	City of Ontario
Washburn, Dennis (Vice Chair)	City of Calabasas
Young, Toni (Chair)	City of Port Hueneme

Members Not Present

Aldinger, Jim	Manhattan Beach
Beccerra, Glenn	City of Simi Valley
Loveridge, Ronald	City of El Centro
Lowenthal, Bonnie	City of Long Beach
McCallon, Larry	City of Highland
O'Connor, Pam	City of Santa Monica
Parks, Bernard	City of Los Angeles

1.0 CALL TO ORDER & PLEDGE OF ALLEGIENCE

Hon. Toni Young, Chair, Port Hueneme, called the meeting to order at 9:00 a.m.

2.0 PUBLIC COMMENT PERIOD

None.

3.0 REVIEW and PRIORITIZE AGENDA ITEMS

Action item 5.1 was reviewed and action taken, before the Consent Calendar.

4.0 CONSENT CALENDAR

4.1 Approval Item

4.1.1 Minutes of March 1, 2007

4.1.2 Contract Amendments over \$250,000

4.2 Receive and File

4.2.1 Contracts/Purchase Orders \$5,000 to \$250,000 and MOUs Between \$5,000 to \$250,000

Motion by (Pettis) to approve the consent calendar. Motion was seconded (Edney) and unanimously approved.

5.0 ACTION ITEMS

5.1 Appointment of Chair of the Administration Committee to serve as a Director of California Joint Powers Insurance Authority (CJPIA)

Wayne Moore, CFO gave an overview of the CJPIA and the necessity of member appointments. As a member of the CJPIA, SCAG is required to appoint a member of the legislative body to the Board of Directors. In addition, SCAG is required to appoint one alternate who shall be an officer or employee.

Recommendation is being requested from the Regional Council to appoint permanent assignments as follows:

- Appoint the Chair of the Administration Committee as the designated representative to the Board of Directors of the CJPIA.
- Appoint the Chief Financial Officer to serve as the designated alternate.

Motion by (Nowatka) to approve. Motion was seconded (Edney) and unanimously approved.

5.2 Application for US DOT Urban Partnership Agreement Value Pricing Pilot Program & Intelligent Transportation System Program

A motion was made, seconded, and unanimously approved to authorize SCAG to apply for, and if awarded, authorize the Executive Director or his designee to accept the United States Department of Transportation (USDOT) Urban Partnership designation and Value Pricing Pilot Program and Intelligent Transportation System Program grant funds.

6.0 INFORMATION ITEMS

6.1 CFO Monthly Financial Report for February 2007

Wayne Moore, CFO reported:

- To improve SCAG's treasury operations, the Accounting Division implemented the "Automatic Clearing House Block" program with the Bank of the West. This feature will prevent any unauthorized electronic transfers.
- In the Budgets & Grants Division, staff is working to finish preparations on the final budget by month-end. The General Fund Budget will be submitted to the General Assembly for final approval in May.
- In the Contracts Division, SCAG staff member, Lori Grebbien collaborated with the Business Operations unit in restructuring the copier lease contracts and reduced annual operating costs by \$30,000. Another staff member, Sandee Scott was selected as the Non-Certifying Agencies Representative for the California Unified Certification Program (CUCP).

6.2 Update on Best Practices

Wayne Moore, CFO, briefed members on the implementation of the internal review process for Best Practices. There were 257 recommendations, most of which have been implemented. A progress report will be presented to the Audit Committee in June. The report will also be submitted to the Administration Committee and the Regional Council, for any required actions.

Motion was moved, seconded, and unanimously approved.

7.0 AUDIT COMMITTEE REPORT

Hon. Paul Nowatka, reported that the Working Group developed some recommendations for treatment of GASB 45 Other Post-Retirement benefits and the Supplemental Retirement program. The Audit Committee will be meeting jointly with the Personnel

Committee on April 12th @ 12:30 p.m. to review the proposed recommendations. After the Joint meeting, the recommendations will be forwarded to the Administration Committee and to the Regional Council for any required actions.

8.0 STAFF REPORT

There was no Staff Report

9.0 FUTURE AGENDA ITEMS

Hon. Richard Dixon and Hon. Ron Roberts requested that SCAG simplify the mileage and stipend reimbursement form. Wayne Moore, CFO stated that SCAG is currently working on revising the form and intends to have it implemented by the next Regional Council meeting.

10.0 ANNOUNCEMENTS

Hon. Dennis Washburn announced that an Earthquake Conference is being planned for August 8, 2007 in Ontario, California and recommended that Administration Committee members save-the-date.

11.0 ADJOURNMENT

Hon. Toni Young, Chair, adjourned the meeting at 9:20 a.m.

Due to the 2007 General Assembly, the Administration Committee will not meet in May. The next meeting will be held on June 7, 2007 in conjunction with the Retreat in Lake Arrowhead, California.

Minutes Approved by:



Wayne Moore, Chief Financial Officer
Staff to the Administration Committee

ADMINISTRATION COMMITTEE ATTENDANCE REPORT

2007

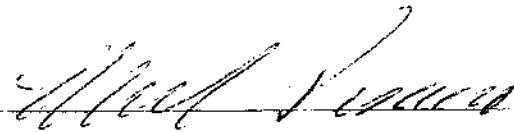
Last Name, First Name Representing	X = County Represented												X = Attended		= No Meeting NM = New Member											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Aldinger, Jim*	X												X													
Baldwin, Harry*	X												X													
Bevera, Glen*	X																									
Burke, Yvonne*	X												X													
Clark, Margaret*	X												X													
Dixon, Richard*													X													
Edney, Jon*	X												X													
Laveridge, Ronald*													X													
Lowenthal, Bonnie	X																									
Masiel, Andrew*													X													
McCallion, Larry*													X													
Nowatka, Paul*	X												X													
O'Connor, Pam*	X																									
Ovitt, Gary*													X													
Parks, Bernard*	X												X													
Pettis, Gregory*													X													
Roberts, Ron*													X													
Wagner, Alan*																										
Wachburn, Dennis, V. Chair*													X													
Young, Toni, Chair*													X													
Totals	1	9	1	5	2	2							X	X	X	X	X	X	X	X	X	X	X	X	X	X

* Regional Council Member

REPORT

DATE: June 7, 2007
TO: Administration Committee and Regional Council
FROM: Leyton Morgan, Manager of Contracts
SUBJECT: Contracts Over \$250,000

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Approve

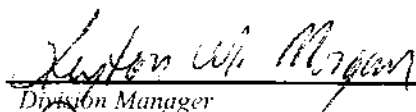
BACKGROUND:

- The Planning Center \$268,349
(Identification of 6-8 Compass Blueprint
Demo. Projects, and specific development and
re-development opportunities with each test city)
- Iteris, Inc, dba Meyer Mohaddes Associates \$267,030
(Study and evaluate the adequacy of existing
freeway system and streets serving all modes of
transportation including transit in Downtown LA)

FISCAL IMPACT:

The cost associated with The Planning Center contract are captured in Work Element Number 07-065.SCGC3. The costs associated with the Iteris contract are captured in Work Element Number 06-060.SCGC1.

Reviewed by:


Division Manager

Reviewed by:


Chief Financial Officer

CONSULTANT CONTRACT

Consultant: The Planning Center

Scope: As it matures, the San Gabriel Valley is facing significant challenges related to jobs/housing imbalances, traffic congestion and land use patterns that often constrain the general livability of the local cities. Recent growth visioning efforts in the subregion, ongoing redevelopment projects and plans, and an interest among local governments in linking transportation and land use planning have laid the groundwork for implementation of the Compass Blueprint Growth Vision and 2% Strategy. Transit resources including the Metrolink San Bernardino and Riverside lines, the Metro Gold Line and the potential Gold Line phase II extension will be keys to supporting redevelopment and redevelopment will support new investments in transit.

The consultant will identify six to eight (6-8) Compass Blueprint Demonstration Project cities in the San Gabriel Valley and specific development and redevelopment opportunities within each city, create site-specific growth visions and (re)development plans to capitalize on these opportunities, and offer detailed implementation strategies and supporting materials for each Demonstration Project. Work will focus on mixed-use redevelopment and infill near existing and potential transit facilities and may lead to city General Plan changes consistent with Compass Blueprint and other regional plans. Implementation strategies will describe specific institutional and financial mechanisms to incentivize investment in these areas and to move forward with transit-supporting and pedestrian-friendly development consistent with the principles in the regional Compass Blueprint.

1. The Planning Center shall review local planning and development documents, review the status of recently developed or planned projects and studies in the project area for consistency with the Compass Blueprint Strategy. The due diligence may also consist of interviews with key planning staff, elected officials, and stakeholders and/or GIS screening analysis.

2. Opportunity Sites Report - After input is gathered from both the kickoff meeting and due diligence, The Planning Center shall draft a written report identifying six to eight demonstration project cities and specific strategic opportunity areas for (re)development and planning studies consistent with the principles of Compass Blueprint.

3. Develop City Specific Work Programs

Potential demonstration projects shall be examined for feasibility, the level of implementation required following the completion of the demonstration project, and the level of effort required by the

consultant team. Work programs shall include scopes of work, schedules, budgets and teaming responsibilities.

4. Work Products and Final Reporting

The consultant team shall complete the tasks identified in the city-specific demonstration project scopes of work developed under Task 2 for each of the selected cities. The demonstration projects identified as part of Tasks 1 and 2 may facilitate many approaches. For example, broader, multi-jurisdictional corridor planning opportunities may arise (outside of the Gold Line efforts). Alternatively, individual jurisdictions may seek specific, targeted services for a variety of relatively unrelated projects within their boundaries (three applications have already been submitted to SCAG that reflect this approach). A combination of these and other approaches may also be possible. The consultant team shall, depending on the requirements of the city-specific scopes, provide planning services including, but not limited to:

- **Stakeholder Outreach and Involvement:** Planning, coordination and execution of community outreach and workshops/charettes, including all aspects of stakeholder outreach and involvement; workshop notice, site logistics, outreach execution, documentation, and follow-up.
- **Scenario Planning/Growth Visioning:** Based on outreach efforts and other relevant information performed in Task 1 or as part of this task, the consultant may be required to quickly generate a variety of growth and development scenarios consistent with the Compass Blueprint principles for the demonstration project areas.
- **Conceptual Land Use Plans:** Based upon the analysis conducted and visions generated as part of the scenario planning, the consultant team may be required to develop a conceptual land use plan for each demonstration project that includes, but is not limited to, identification of appropriate types of land uses, densities and scales of development, site-specific opportunities to recycle vacant or underutilized buildings and sites, potential transportation alternatives, and economic development opportunities.
- **Implementation Strategies and Marketing Materials:** The consultant Team shall work with the representatives of each demonstration project to determine the most effective tools for marketing and implementing the proposed actions within the scope of work. Implementation action plans shall be designed to assist the affected local governments in developing public support for the visions in the respective areas and shall support actions to incorporate the visions into local general plans.

Contract Amount:	Total not to exceed	\$268,349
	The Planning Center (prime)	\$95,349
	Susan DeSantis (subcontractor)	\$24,500
	IBI Group (subcontractor)	\$30,500
	Arellano Associates	\$38,500
	Gonzalez Goodale	\$11,500
	LAEDC	\$24,500
	Solimar	\$43,500

Contract Period: June 7, 2007 through June 7, 2008

Work Element: 07-065.SCGC3 \$268,349 Funding Sources: Consolidated
Planning Grant – FTA & TDA

Request for Proposal: SCAG staff notified 421 firms of the release of RFP No. 07-065. The RFP was also advertised on Lawley Publications' website, the Planning Magazine's website, and posted on SCAG's bid management system. A total of 45 firms downloaded the RFP. The following two proposals were received in response to the solicitation:

Moule & Polyzoides (3 subcontractors)	\$274,211
The Planning Center (6 subcontractors)	\$274,990

*Pre-Award Audit Reduced price from
\$274,990 to \$268,349*

Selection Process: The Proposal Review Committee (PRC) evaluated both proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with both offerors.

The PRC was comprised of the following individuals:

Peter Brandenburg, Senior Regional Planner, SCAG
Mark Butala, Program Manager, SCAG
Mark Gallatin, City Planner, City of San Gabriel
Larry Onaga, Assistant Director of Communication Development,
City of Azusa
Linda Taira, Branch Chief --- Corridor Studies, Caltrans Dist. 7
Minh Thai, Planning Services Manager, City of El Monte

Basis for Selection: The PRC recommends The Planning Center for the contract award because of the firm's qualifications to fulfill the requirements of the project. The firm has extensive successful experience with other Compass implementation projects and land use and transportation planning integration projects in the San Gabriel Valley. This experience with other Compass projects and in the San Gabriel

Valley cities was not demonstrated by the other respondent firm. The Planning Center's established contacts with local government and other stakeholders in the valley will greatly help them identify demonstration project sites and complete demonstration projects in a timely manner. Furthermore, the Planning Center proposed an approach that will allow their consultant team to break into separate project teams and to work on multiple demonstration projects simultaneously. This will be important for finishing the scope of this contract in the time allotted. The other respondent proposed a smaller less flexible team, prompting questions of whether they could finish the work in the time allotted.

The Planning Center has assembled a qualified and experienced team of sub-consultants, with experience in Compass Blueprint projects that can provide the full range of planning services to local governments in the San Gabriel Valley. Gonzalez/Goodale shall support The Planning Center's planning and design services. IBI Group (IBI) shall provide direction on circulation and transit planning. The Los Angeles County Economic Development Corporation (LAEDC) and Solimar Research Group (Solimar) shall lead redevelopment planning and economic analysis efforts. Arellano Associates (AA) shall be responsible for consensus building and marketing, while Susan DeSantis Consulting shall provide insight into local and regional governance.

CONSULTANT CONTRACT

Consultant: Iteris, Inc (dba Meyer, Mohaddes and Associates)

Scope: The proposed project will study and evaluate the adequacy of the existing freeway system and streets serving all modes of transportation including transit in Downtown Los Angeles. This is in light of shifts in regional traffic patterns, increasing number of trucks, transit vehicles, interchange congestion, and changes in Downtown land uses, specifically new high density residential communities, and major activity centers, such as the Staples Center, the Cathedral of Our Lady of the Angels, and the Walt Disney Concert Hall.

The study will identify measures that should improve surface streets including freeway access to and from major attractions in and around downtown; alleviate congestion at major arterial intersections and freeway-to-freeway interchanges; improve freeway ingress/egress by relocating or reconfiguring freeway ramps at City street intersections.

Public outreach will also be conducted to reach consensus among elected officials, transit officials, affected public agencies and key stakeholder groups in the community about the measures to improve freeway capacity, operations, and access.

Contract Amount:	Total not to exceed	\$267,030
	Meyer, Mohaddes Associates (prime)	\$170,197
	Banerjee & Associates (subcontractor)	\$ 50,000
	Nolan Consulting (subcontractor)	\$ 36,833
	Wiltec (subcontractor)	\$ 10,000

The result of the pre-award audit reduced the cost from \$299,959

Contract Period: July 1, 2007 through December 31, 2008

Work Element: 06-060.SCGC1 \$267,030 Funding Source: State Planning and Research (SPR)

Request for Proposal: SCAG staff notified 417 pre-qualified firms of the release of RFP No. 07-070. The RFP was also advertised on Lawley Publications' website, the Planning Magazine's website, and posted on SCAG's bid management system. A total of 58 firms downloaded the RFP. The following two proposals were received in response to the solicitation:

Fehr & Peer Associates, Inc. (3 subcontractors)	\$299,755
Meyer, Mohaddes Associates (3 subcontractors)	\$299,959

Selection Process:

The Proposal Review Committee (PRC) evaluated both proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with both offerors.

The PRC was comprised of the following individuals:

Irwin Chodash, Transportation Engineer, City of Los Angeles
Ken Husting, Principal Transportation Engineer, City of Los Angeles
Shawn Kuk, Associate Planner, SCAG
David Sosa, Chief, Regional Transportation Branch, Caltrans, Dist. 7

Basis for Selection:

The PRC committee recommends Meyer, Mohaddes Associates (MMA) for the contract award because of the firm's qualifications to fulfill the requirements of the project, the results of the proposal submitted, and its performance during the interview process. All the tasks were clearly described in the response and the response was focused on the project objectives.

Meyer, Mohaddes Associates and their subcontractors have significant experience in the downtown area, and their relationship with stakeholders and agencies were also favorable.

During the interview, Meyer, Mohaddes Associates indicated strong capability to perform traffic model simulations of the project area. The Downtown Los Angeles Transportation System Study is to serve as a follow up to the Downtown Los Angeles Circulation Study. Through the interview process it was clear that the firm played a significant role in bringing the Downtown Los Angeles Circulation Study to its present phase which would afford them critical insight in performing the tasks included in the scope of work for this project.

The familiarity that the team members have with various aspects of the study (program/alternatives development, political dynamics, local agency programs, and personnel) gives them a competitive edge toward meeting the needs of this project.

Also, there was a well thought-out balance between public outreach and technical analysis reflected in the scope of work. Meyer, Mohaddes Associates proposed an ambitious but realistic schedule for project completion, well within the eighteen month duration.

REPORT

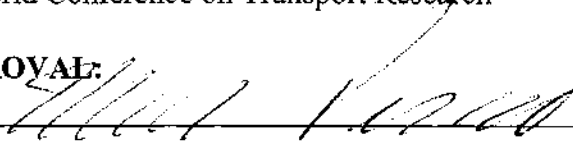
DATE: June 7, 2007

TO: Administrative Committee
Regional Council

FROM: Wayne Moore, Chief Financial Officer, 213-236-1804, moore@scag.ca.gov

SUBJECT: Sponsorship of the World Conference on Transport Research

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Authorize the supplemental appropriation of \$5,000 from the General Fund Balance to support the World Conference on Transport Research to be held June 24 – 28, 2007.

BACKGROUND:


The University of California Transportation Center at University of California (U.C.), Berkeley, and the Institute of Transportation Studies are hosting the World Conference on Transport Research to be held June 24-28, 2007 at U.C. Berkeley. Over 1,000 researchers and practioners from all over the world will be attending the conference to investigate and promote the state of the art and state of the practice in all areas of transportation. Topics to be covered include: innovations in transportation policy and practice; urban goods movement problems and solutions; transportation, land use and urban design; transportation safety policy and analysis; ports and airports; and transportation finance.

Major conference supporters include Caltrans, USDOT Research and Innovative Technology Administration, Metropolitan Transportation Commission and Federal Highway Administration.

FISCAL IMPACT:

\$5,000 in available fund balance from the SCAG General Fund will be appropriated to sponsor the World Conference on Transport Research.

Reviewed
by:


Division Manager

Reviewed
by:


Chief Financial Officer

REPORT

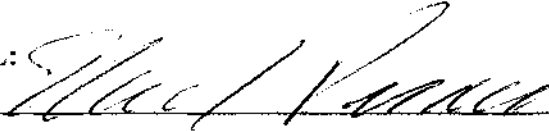
DATE: June 7, 2007

TO: Administrative Committee
Regional Council

FROM: Wayne Moore, Chief Financial Officer, 213-236-1804, moore@scag.ca.gov

SUBJECT: Environmental Protection Agency (EPA) Grant for Smart Growth Streets and Emergency Response

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Authorize SCAG to apply for, and if awarded, accept, EPA grant funds for Smart Growth Streets and Emergency Response projects.

BACKGROUND:

The EPA seeks to bring together emergency response officials, local government officials, transportation experts and developers seeking to design smart growth neighborhoods to engage in a problem-solving process around the issue of simultaneously meeting the needs for emergency response with the design of smart growth streets. The goal is to create a solution or set of solutions that has the endorsement of these multiple interests and will be applicable nationally across the U.S. and/or in significant regions of the country. Grant funds will also support outreach efforts to educate relevant stakeholders nationally.

Required Scope Activities:

1. Conduct discussion roundtables including national/state representatives from the following areas:
Fire/Emergency Response; Local Government; Transportation Engineers, Developers
2. Identify high priority research needs and develop a workplan
3. Establish current best practices guidelines
4. Training and outreach plans

Applications are due June 15, 2007 with awards to be announced in Fall 2007. The EPA expects to award \$150,000 for Phase 1 (years 1 and 2) with the possibility of additional, incremental funding of up to \$500,000 in total over a five year project period. No matching funds are required for this grant, but applications with either in-kind or cash match will be more favorably considered. Funding for future years is dependent on funding availability, agency priorities and applicant performance. EPA may award up to three assistance agreements nationwide.

REPORT

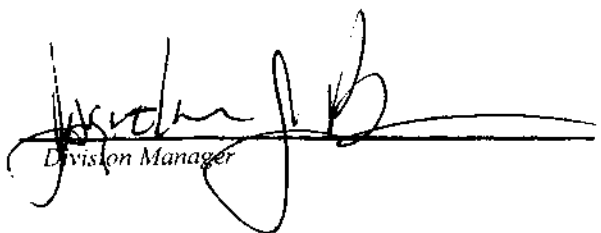
Administrative Committee
Regional Council
June 7, 2007

EPA grant funds will expand the financial resources available to SCAG to address transportation safety and security issues, as well as the integration of land use, transportation and environmental planning.

FISCAL IMPACT:

If awarded, the grant funds and the required associated match will be included in SCAG's Comprehensive Budget to conduct the approved project.

Reviewed
by:


Division Manager

Reviewed
by:


Chief Financial Officer

REPORT

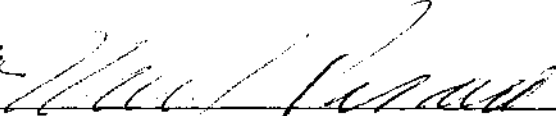
DATE: June 7, 2007

TO: Administrative Committee
Regional Council

FROM: Wayne Moore, Chief Financial Officer, 213-236-1804, moore@scag.ca.gov

SUBJECT: FHWA Grant for Integrating Transportation and Resource Planning to Develop Ecosystem Based Infrastructure Projects

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Authorize SCAG to apply for, and if awarded, accept, FHWA grant funds for the program entitled "Integrating Transportation and Resource Planning to Develop Ecosystem Based Infrastructure Projects."

BACKGROUND:

This grant will fund projects aimed at the integration of infrastructure and ecological planning efforts to develop ecosystem based approaches for transportation related efforts that may be used as case studies and best practices to be promoted nationwide. The grant funding supports the requirements of current transportation legislation, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), which specifically incorporates environmental planning factors in the statewide and metropolitan planning process, and requires that transportation planning agencies consult, as appropriate, with natural resource planning and protection agencies to coordinate and compare planning efforts and products.

Eligible project activities include:

- Partnering and Data – partnership building by convening multiple agencies and stakeholders; data sharing, data gathering
- Integration of Conservation and Transportation Planning – resource assessment to identify the most critical conservation areas; conservation planning; integrated planning; ecosystem mitigation
- Performance Monitoring – to assess ecosystem health and stewardship, development of performance measures and monitoring systems; agency performance measures development

The maximum amount for each grant is \$100,000, with one million dollars to be awarded nationwide. Applications are due June 22, 2007, with funding to be awarded September 14, 2007. Eligible applicants include any state or local entity. These monies would expand the funding

REPORT

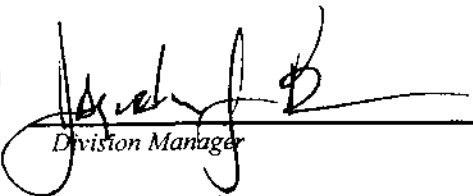
Administrative Committee
Regional Council
June 7, 2007

available to SCAG for transportation-related, environmental planning activities. A 50% match, either cash or in-kind support, is required for this grant and SCAG will work with partner agencies to obtain the required matching funds.


FISCAL IMPACT:

If awarded, the grant funds and the required associated match will be included in SCAG's Comprehensive Budget to conduct the approved project.

Reviewed
by:


Division Manager

Reviewed
by:


Chief Financial Officer

REPORT

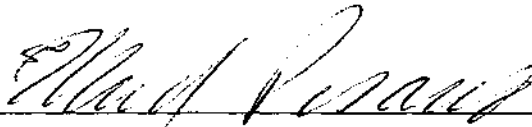
DATE: June 7, 2007

TO: Administration Committee
Regional Council

FROM: Wayne Moore, Chief Financial Officer, (213) 236-1804, moore@scag.ca.gov

SUBJECT: Amendment to the SCAG Travel Policy and Guidelines (Travel Policy)

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Recommend approval to amend, in part, the "Lodging Rates" section of the SCAG Travel Policy effective June 7, 2007, as follows:

From: Section a) Actual up to \$84.00, Statewide, plus taxes and surcharges Exception: If there is a SCAG Board function that an employee must attend and the hotel rate exceeds the SCAG allowable rate, the Executive Director can authorize the amount of the lodging that exceeds the SCAG allowable rate to be paid out of the general fund.

To: Section a) Actual up to \$84.00, Statewide, plus taxes and surcharges Exception: If an employee may be staying at a hotel where the rate exceeds the SCAG allowable lodging rate, with prior approval requested by the employee, the Executive Director can authorize the amount of the lodging that exceeds the SCAG allowable rate to be paid out of the general fund.

BACKGROUND:

On various occasions, business related meetings, conferences, workshops, or other events may take place at a hotel meeting facility whereby the lodging rate exceeds the current allowable rate. In these instances, it may be more cost effective for SCAG to allow an employee to stay at the hotel where the event is taking place rather than having the employee commute back and forth to the event hotel. Otherwise, employees would have to absorb the difference between the actual cost of lodging and the allowable rate. The Regional Council previously approved the recommended exception for out-of-state travel.

FISCAL IMPACT:

None

Reviewed by:


Chief Financial Officer

MEMO

DATE: June 7, 2007
TO: Administration Committee and
Regional Council
FROM: Wayne Moore, Chief Financial Officer, (213) 236-1804, moore@scag.ca.gov
SUBJECT: Contracts and Purchase Orders between \$5,000 - \$250,000

RECOMMENDED ACTION:

Information Only

BACKGROUND:

SCAG executed the following Contract(s) between \$5,000 and \$250,000

- Kuzmyak Transportation Consultant, LLC & Center for Neighborhood Technology (demonstration of how the Regional Blueprint Planning Grant will be used to plan for the region's 20-year housing and employment needs) \$210,640
- University of California, Los Angeles (UCLA) \$79,000
(Estimating the infill potential of industrially designated land in unincorporated LA County that fall within the Compass 2% Strategy defined centers and corridors)
- Center for Continuing study of California Economy (CCSCE) \$74,964
(Review the framework, procedure, and methodology that SCAG used to develop policy forecasts.)

SCAG executed the following Purchase Order(s) between \$5,000 and \$250,000

- Info USA Marketing, Inc. – Attachment \$57,350
(Employment Database)
- SAS Institute, Inc. \$13,033
(Annual Software Renewal)
- Dell Marketing \$10,633
(Backup Server)
- Ametron Audio/Video Inc. \$10,469
(Audio/Video Equipment for Riverside Office)
- Dell Marketing \$10,228
(Windows Server & Windows/Office patches)
- Millennium Biltmore Hotel \$8,000
(General Assembly)

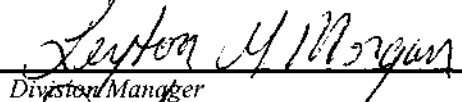
MEMO

• Aquent, Inc. (Agency Temp – Graphics)	\$7,500
• Extti Incorporated (Executive Managerial Coaching Consultant)	\$7,500
• Consiliant Technologies, Inc. (Hardware for Storage Area Network)	\$5,069
• Ontario Convention Center (Deposit for August 2007 Earthquake Conference)	\$3,000
• John Husing (Facilitate RC Retreat)	\$2,500
• La Jolla Institute (Develop/conduct survey to aid RC)	\$2,500
• Ontario Chamber of Commerce (2007 Aviation Summit Sponsorship)	\$2,500
• FedEx (Mail/Courier Services)	\$1,500

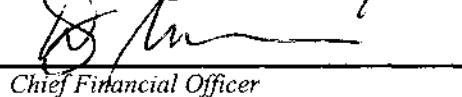
FISCAL IMPACT:

None. Funding is available.

Reviewed by:


Division Manager

Reviewed by:


Chief Financial Officer

CONSULTANT CONTRACT

Consultant: Kuzmyak Transportation Consultant, LLC (KTC)
Center for Neighborhood Technology (CNT)

Scope: The project will demonstrate how the Regional Blueprint Planning grant will be used to plan for the region's 20 year housing and employment needs as they relate to the regional transportation plan and improving mobility. Due to multiple and different skill sets within the project, SCAG has divided tasks between the two consultants. Kuzmyak Transportation Consultant will evaluate transportation scenarios of compass Blueprint benefits related to alternative growth and housing distributions as it relates to the study. The results of this task will then be used to analyze regional transportation plan growth scenarios and transportation modeling assumptions related to the Blueprint Strategy. KTC will then identify changes in emission levels and mobility associated with shifts in development patterns and urban form between Compass 2% critical growth opportunity areas and other places, making recommendations on transportation and land use benefits and assumptions.

Based on these findings, the Center for Neighborhood Technology will then prepare findings and recommendations for a marketing strategy and implementation plan to promote development in areas along the transportation network that have low Transportation and Housing affordability cost index levels. The results of these findings will aid in the development of place based SCAG region transportation and housing affordability cost index. CNT will then present a report of Compass Blueprint Performance Indicators and Community Toolbox, along with six Compass Blueprint Model Case studies showcasing land use support for transit oriented or mixed use development.

Contract Amount:	Total not to exceed	\$210,640
	Center for Neighborhood Technology	\$98,881
	J. Richard Kuzmyak	\$111,759

February 26, 2007 through September 30, 2007

Work Element:	06-290.SCGC3.2	\$111,759	Funding Source: California Blueprint Grant
	06-290.SCGC4	\$95,881	Funding Source: California Blueprint Grant

Request for Proposal: SCAG staff notified 327 firms of the release of RFP No. 07-043. The RFP was also advertised on Lawley Publications' website, the Planning Magazine's website, and posted on SCAG's bid

management system. A total of 38 firms downloaded the RFP. The following two proposals were received in response to the solicitation:

Center for Neighborhood Tech. (Proposal Amount \$208,774)	\$98,881
J. Richard Kuzmyak (Proposal Amount \$208,823)	\$111,759

SCAG staff split the contract award in order to fit the best team with the specific work tasks that were best suited to the team. Both teams concurred with our approach.

Selection Process:

The Proposal Review Committee (PRC) evaluated both proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with both offerors.

The PRC was comprised of the following individuals:

Joe Carreras, SCAG, Blueprint Grant Project Manager
Guoxiong Huang, SCAG Modeling
Ty Schuiling, Director of Planning & Programming, SANBAG
DiAnna Watson, Caltrans-D7
Frank Wen, SCAG, Growth Forecasting

Basis for Selection:

Because this project requires multiple and different skill sets, the PRC has recommended unanimously that the award be split project tasks between the Kuzmyak consultant team and the CNT team. During the selection process, KTC proposed using the pre-processing method, such as 3D design with a walk opportunity index, which will provide a detailed analysis of preferred growth scenarios. Moreover, KTC gave proposals that help to accommodate the SCAG transportation model. KTC is willing and able to meet the highly demanding requirements of this project within a very limited budget.

The CNT team had relatively less technical staff to conduct the first few tasks of the project. However, the CNT team has originality, which indicates that that team will produce insightful results for its tasks. Moreover, it has proposed an advisory committee to address various issues within the project scope, which will result in a more thorough approach to the study. Overall, CNT is well-organized and able to meet the time and budget requirements of this project.

CONSULTANT CONTRACT

Consultant: University of California, Los Angeles (UCLA)

Scope: With the rapid growth of real estate development throughout the region, Los Angeles County is seeking studies that identify properties for infill development and evaluate the consequences of these new investments. Los Angeles County understands that by channeling real estate investment towards infill sites, sprawl can be better managed. Moreover, encouraging new development within and near to population centers can provide a wide range of economic, environmental, and other social benefits.

The project focuses on estimating the infill potential of industrially designated land in unincorporated Los Angeles County that fall within the Compass 2% Strategy-defined Centers and Corridors. When planned correctly, industrially designated land can potentially offer many opportunities for mixed-use housing (which is currently prohibited). Recent reports issued by the Los Angeles County Economic Development Corporation also support mixed-use residential and light industrial developments as a way of revitalizing obsolete industrial areas in Los Angeles County.

Contract Amount:	Total not to exceed	\$79,000
	University of California, Los Angeles	\$79,000

Notice to Proceed through December 31, 2007

Work Element:	07-065.LACC1	\$79,000	Funding Source: Consolidated Planning Grant – FTA
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Request for Proposal: SCAG staff notified 340 firms of the release of RFP No. 07-051. The RFP was also advertised on Lawley Publications' website, the Planning Magazine's website, and posted on SCAG's bid management system. A total of 41 firms downloaded the RFP. The following two proposals were received in response to the solicitation:

University of California, Los Angeles	\$79,000
Solimar Research Group, Inc.	\$79,003

Selection Process: The Proposal Review Committee (PRC) evaluated both proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with both offerors.

The PRC was comprised of the following individuals:

Joe Carreras, Program Manager II, SCAG

Charles Lau, Associate Transportation Planner, Caltrans

Julie Moore, Supervising Regional Planner, LA County Department
of Regional Planning

Basis for Selection:

The PRC recommends the University of California, Los Angeles for the contract award because their technical and conceptual approach prevailed over Solimar Research Group's approach. Their wealth of experience in completing similar projects, their in-depth knowledge of the LA County issues and surrounding areas, as well as their creative, innovative and comprehensive approach to the project qualifies them as the best team to develop Phase II of the LA County Urban Infill Estimation Project.

The PRC was impressed with the integration of GIS and Economic analysis in the UCLA proposal. This integration will aid in land use and transportation impact analysis. The PRC was also impressed with the UCLA's transit node analysis, Infill and Economic Strategy Evaluation features and Land Use Opportunity Tracking System (LOTS) GIS portal, which are unique tools that will be used to identify and screen candidate infill parcels and transportation/infrastructure requirements.

CONSULTANT CONTRACT

Consultant: Center for Continuing Study of California Economy (CCSCE)

Scope: **Background**

The consultant will evaluate and assess the underlying policy implications in areas such as economic development, education and labor force training, etc., of the “baseline or technical forecasts” of the 2007 Integrated Growth Forecasts at the regional/county level. In addition, the consultant will also review the framework, procedure, and methodology that SCAG used to develop the policy forecasts.

Additionally, the consultant will also be requested to develop and recommend the “best practice” policy forecast framework through survey of MPOs, such that the current or future round of Integrated Growth Forecasts will be consistent with underlined demographics/structure change of the economy and policy implications, the updated assumptions of regional growth policies and strategies, including economic growth initiatives, compass blueprint, goods movement strategy, etc.

Contract Amount:	Total not to exceed	\$74,964
	Center for Continuing Study of California Economy	\$74,964

Contract Period: March, 2007 through June 30, 2007

Work Element:	06-055.SCGC2	\$75,000	Funding Sources: Consolidated Planning Grant – FHWA & FTA
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Request for Proposal: SCAG staff notified 152 pre-qualified firms of the release of RFP No. 07-044. The RFP was posted on The Urban Transportation Monitor’s website (Lawleypublications.com), American Planning Association’s website, and SCAG’s bid management system. A total of 24 firms downloaded the RFP. The following two proposals were received in response to the solicitation:

Center for Continuing Study of California Economy (CCSCE)\$74,964
(2 subcontractors)

Urban Information Associates, Inc. (3 subcontractors) \$75,000

Selection Process: The Proposal Review Committee (PRC) evaluated both proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with both offerors.

The PRC was comprised of the following individuals:

Frank Wen, Program Manager, SCAG

His-Hwa Hu, Modeling Analyst, SCAG

Tony Van Haagen, Research Program Specialist, Caltrans Dist. 7

Basis for Selection:

The PRC committee recommends Center for Continuing Study of California Economy (CCSCE) for the contract award because of the firm's extensive experience involving all major MPOs throughout California, great familiarity with SCAG growth forecasting practices and regional issues, and its innovative/creative approaches to fulfill the requirements of the project.

Specifically, related to Task 1:

- CCSCE has prepared the regional projections for (Sacramento Area Council of Governments (SACOG) and participated in analyzing the policy links between the SACOG projections and the regional economy.
- CCSCE has assisted SCAG in developing regional demographic and economic growth forecasts for more than 25 years. The current SCAG forecasting model and framework is derived and based on the methodology originally developed by CCSCE.
- CCSCE has published more than 25 years the demographic and economic growth forecasts for all major regions in California.
- Dr. Dwell Myers of the USC is the authority in brining attention to second generation immigrants and their impacts on various regional planning issues.

Specifically, related to Tasks 2 and 3:

- The principal of the CCSCE, Dr. Steven Levy, has actively participated in discussions/dialogues throughout California regarding the demographic and economy changes and their implications/impacts on long term planning issues such as housing, infrastructure, and workforce, etc.
- Dr. Levy is also one of the most requested economists by California media and among national media regarding issues of California economy.
- Dr. Levy also participated in the ongoing discussions over the past two years sponsored by the California Housing and Community Development Department (HCD) and Department of Transportation (Caltrans) toward the goal of developing a common regional projection methodology. Dr. Levy prepared a methodological framework for the HCD committee of MPO representatives.

Specifically, related to Task 4:

- Dr. Levy was one of the invited panel members to SGAG's May 2006 Growth Forecast Panel of Experts. Many policy issues/insights underlined the growth projections were initiated by him.

The most valuable portions of CCSCE's proposal are its creative/innovative approaches to help SCAG to accomplish the objectives. Two examples:

- CCSCE proposed to develop a "Story" link the forecasts with people and economy, not just focus on housing.
- Dr. Levy also suggested developing a marketing/public communication strategy through speech/power point transform growth discussion from density/congestion/goods movement to the economy.

Finally, CCSCE is willing, ready, and able to meet the highly demanding requirements of this project within a very tight schedule.

PURCHASE ORDER

Vendor: InfoUSA

Scope: The objective of this project is to acquire employment information which will be utilized in the development of employment estimates and forecasts for small areas (e.g. census tracts, transportation analysis zones). The information acquired through this process will also be used as an input into the Integrated Land Use Model. This model will provide a framework for improving land use forecasting methods and create an interaction and feedback between the travel demand model and land use forecasting methodology. The data will also be used as an input to the travel demand model which folds into the Regional Transportation Plan.

The purpose of this project is to acquire a database of all employment locations within the six county region. The information collected includes physical location, number of employees, industry, square footage of the properties, when firm founded and sales at each location.

Purchase Order	Total not to exceed (\$52,979 + \$4,371 sales tax)	\$57,350
Amount:	InfoUSA Marketing	\$52,979

Contract Period: April 26, 2006 through June 30, 2008

Work Element:	07-040.SCGS9	\$57,350	Funding Sources: Consolidated Planning Grant – FHWA
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Request for Proposal: SCAG staff notified 193 firms of the release of RFP No. 07-077. The RFP was also posted on SCAG's bid management system. A total of 22 firms downloaded the RFP. The following three proposals were received in response to the solicitation:

InfoUSA	\$52,979
Marketing Information Specialist, Inc (Experian Data)	\$56,600
Marketing Information Specialist, Inc (Dun & Bradstreet Data)	\$56,741

Selection Process:

The Proposal Review Committee (PRC) evaluated all three proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations.

The PRC was comprised of the following individuals:

Mike Dean, GIS Manager, Caltrans Dist. 7
Wesley Hong, Senior Planner, SCAG
Rongsheng Luo, Senior System Analyst, SCAG
Javier Minjares, Senior Planner, SCAG
Dimitris Poulakidas, Program Manager, SCAG

Basis for Selection:

In addition to being the lowest price proposer, the PRC recommends InfoUSA for the purchase order award because of the firm's ability to fulfill each of the data element requirements of the project. InfoUSA is willing and able to meet every requirement of this project within the limited budget. They are committed to performing and documenting the required database elements by June 30, 2007. They will provide to SCAG a complete database for calendar year 2006. In addition, they will provide at no additional cost information on all new businesses that have been established within the SCAG region in 2007.

InfoUSA is a leading provider of employment data and has provided similar data for SCAG in the past and is very knowledgeable about key employment issues facing the region. They have performed state-of-the-art employment data collection since the early 1990s. They were also the only proposer that was able to provide SCAG with information on the square footage of the businesses within the SCAG region. The information about the physical size of these businesses is extremely important input to the Integrated Land Use Model implementation. InfoUSA is also recommended because of their knowledge of the subject matter and their proven experience. As one of only a handful of data providers that collects or has access to employment data they have demonstrated the ability to provide high quality and more importantly accurate information.

REPORT

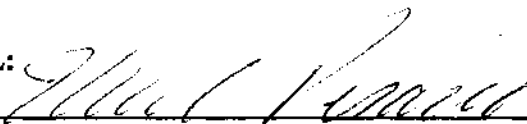
DATE: June 7, 2007

TO: Administration Committee
Regional Council

FROM: Joann Africa, Interim Director of Legal Services, 213-236-1928, africa@scag.ca.gov

SUBJECT: Fulbright & Jaworski Contract

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Authorize amendment to the Fulbright & Jaworski contract to increase maximum amount payable by \$50,000 for Fiscal Year 2006-2007, and to continue contract on a month-to-month basis starting July 1, 2007.

BACKGROUND:

The Regional Council previously authorized the retention of Fulbright & Jaworski and in particular, Colin Lennard, to serve as SCAG's General Counsel. Mr. Lennard has served as SCAG's General Counsel for over twenty years. Under the terms of the existing contract, Mr. Lennard or his designee provide legal services as requested by the Regional Council, the Executive Director and the Chief Counsel. All legal services performed by Fulbright & Jaworski firm are billed at the blended rate of \$350 per hour, and the maximum amount payable under the contract is \$200,000.

Due to additional legal costs, including those associated with services related to such issues as subregional audits, RHNA, and air quality matters, it is necessary to increase the maximum contract amount payable for this fiscal year by \$50,000. These services include the work of Jeff Margulies from Fulbright & Jaworski who served as legal counsel to the RHNA Appeals Board and prepared the written decisions of the Board regarding the more than 60 appeals and revision requests filed by local jurisdictions.

In addition, because the contract expires on June 30, 2007, it is necessary to extend the term of the contract to allow services to continue beyond this date. Based upon previous comments and questions by the Regional Council regarding this contract, it had been staff's intent to use a competitive process for selecting the General Counsel prior to the expiration of the Fulbright contract. However, with the departure of Karen Tachiki as Chief Counsel in February 2007, staff felt it would be in SCAG's best interests to not start this process until the Chief Counsel position had been filled. Staff anticipates completing the recruitment for the Chief Counsel position by the end of July 2007, and thereafter, will commence the competitive selection process for General Counsel. In the meantime, it is necessary to extend the term of the contract, and staff proposes to do so on a month-to-month basis starting July 1, 2007. All other terms and conditions of the agreement would remain the same.

FISCAL IMPACT:

Funding for the proposed amendment is included in the FY 2006-2007 and FY 2007-2008 Budgets for Legal Services, and will be allocated as appropriate between the General Fund and Indirect Costs Fund.

REPORT

Reviewed by:



Division Manager

Reviewed by:



Department Director

Reviewed by:



Chief Financial Officer

REPORT

DATE: June 7, 2007
TO: Administration Committee and Regional Council
FROM: Leyton Morgan, Manager of Contracts
SUBJECT: State Lobbyist Contract
EXECUTIVE DIRECTOR'S APPROVAL:

RECOMMENDED ACTION:

Approve contract 08-002 to Hatch & Parent for state governmental affairs consulting and lobbying services, in an amount not-to-exceed \$100,000 annually (\$400,000 over 48 months - pending results of pre-award audit). The contract includes a base year plus three one year options. Continuation of the contract after each twelve-month period is contingent upon annual executive management review.

BACKGROUND:

SCAG is seeking the services of a customer service oriented state governmental affairs consultant/lobbyist in Sacramento, California. The governmental affairs consultant/lobbyist shall provide state level advocacy services related to SCAG's state legislative priorities. The governmental affairs consultant/lobbyist shall develop and implement creative and innovative strategies for positioning SCAG as an influential leader in state legislative, regulatory and policy initiatives that affect the SCAG region.

SCAG staff mailed postcards to 41 firms on SCAG's bidders list to notify them of the release of Request for Proposal (RFP) 08-002. A total of 5 firms downloaded the RFP. The RFP was also posted on SCAG's web site. SCAG received the following 3 proposals in response to the RFP:

	<u>Annual</u>	<u>48-Months</u>
1. Hatch & Parent (No Sub-contractors)	\$100,000	\$400,000
2. Capital Representation Group, JV (No Sub-contractors)	\$100,000	\$400,000
3. California Strategies & Advocacy (No Sub-contractors)	\$99,600	\$398,400

The Proposal Review Committee (PRC) evaluated all 3 proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with all 3 proposers.

REPORT

The PRC was composed of the following individuals:

Council Member Dennis Washburn, City of Calabasas
Council Member Glenn Becerra, City of Simi Valley
Council Member Tom Sykes, City of Walnut
Council Member Paul Glaab, City of Laguna Niguel
Sylvia Patsaouras, Interim Director of Government and Public Affairs

The PRC concluded that all three firms were capable of representing SCAG's interest in Sacramento. The PRC reached consensus that Hatch & Parent is the best fit for SCAG's current and forecasted needs and therefore recommends Hatch & Parent for contract award. The PRC also recommends Hatch & Parent for contract award because the firm's proposal and interview demonstrated a superior understanding of SCAG's legislative issues.

Hatch & Parent did an excellent job at outlining specific strategies to accomplish SCAG's state advocacy goals. Hatch & Parent also has an excellent record of achievement for SCAG; for example, they have been instrumental in:

- The enactment of Assembly Bill 1467 the most sweeping Public Private Partnership legislation in California's history.
- The enactment of Senate Bill 12 relating to the Regional Housing Needs Assessment.
- Incorporating SCAG's work on the Blueprint 2% strategy into bond implementation legislation.


FISCAL IMPACT:

The cost associated with this contract is captured in General Fund Work Element Number 08-800.SCGC2.

Reviewed by:

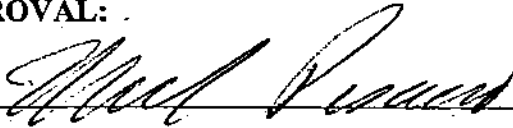

Division Manager

Reviewed by:


Chief Financial Officer

REPORT

DATE: June 7, 2007
TO: Administration Committee and Regional Council
FROM: Leyton Morgan, Manager of Contracts
SUBJECT: Federal Lobbyist Contract
EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Approve contract 08-001 to C2 Group for federal governmental affairs consulting and lobbying services, in an amount not-to-exceed \$200,280 annually (\$881,120 over 48 months - pending results of pre-award audit). The contract includes a base year plus three one year options. Continuation of the contract after each twelve-month period is contingent upon annual executive management review.

BACKGROUND:

SCAG employs the services of a Federal Government Affairs Consultant (Lobbyist) in Washington DC. The consultant will provide government affairs and legislative assistance on all matters related to SCAG adopted legislative program and federal priorities. The Federal Government Affairs Consultant will also be responsible for developing and implementing innovative strategies that seek to increase SCAG's visibility in Washington DC and position the organization as an influential leader on federal legislative and policy initiatives.

SCAG staff mailed postcards to 41 firms on SCAG's bidders list to notify them of the release of the Request for Proposal (RFP) 08-001. A total of 14 firms downloaded the RFP. The RFP was also posted on SCAG's web site. SCAG received the following 5 proposals in response to the RFP:

	<u>Annual</u>	<u>48-Months</u>
1. C2 Group, LLP (No Sub-contractors)	\$220,280	\$881,120
2. Akin Gump Strauss Hauer & Feld LLP (No Sub-contractors)	\$216,150	\$864,600
3. Blakey & Agnew, LLC (3 Sub-contractors)	\$219,472	\$877,888
4. Cavarocchi, Ruscio, Dennis Asso., LLC (No Sub-contractors)	\$235,000 (avg.)	\$940,000
5. David Turch and Associates (No Sub-contractors)	\$216,000	\$864,000

The Proposal Review Committee (PRC) evaluated all 5 proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with all 5 proposers.

REPORT

The PRC was composed of the following individuals:

Council Member Harry Baldwin, City of San Gabriel
Council Member Tom Sykes, City of Walnut
Joanna Africa, Interim Direct of Legal Services
Sylvia Patsaouras, Interim Director of Government and Public Affairs

Note - a 3rd SCAG Board member was not able to interview proposers due to illness the day of the interviews.

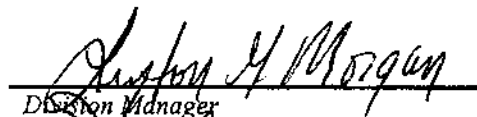
The PRC concluded that all five firms were capable of representing SCAG's interest in Washington, DC. The PRC reached consensus that C2 is the best fit for SCAG's current and forecasted needs and therefore recommends C2 for contract award. The PRC also recommends C2 for contract award because the firm's proposal and interview demonstrated a superior understanding of SCAG's legislative issues. Additionally, the PCR felt C2 has slightly better expertise in transportation than did the other firms. C2 did an excellent job at outlining specific strategies to accomplish SCAG's federal advocacy goals. C2 also has an excellent record of achievement for SGAG; for example, they have been instrumental in:

- Creating opportunities for SCAG to testify on a range of issues of national significance.
- Securing language in the SAFETEA-LU dealing with accelerating payment of consolidated planning grant that is a key component of SCAG's fiscal solvency.
- Advancing projects in the Regional Transportation Plan (RTP) for all of SCAG's member transportation commissions.

FISCAL IMPACT:

The cost associated with this contract is captured in General Fund Work Element Number 08-800.SCGC1.

Reviewed by:


District Manager

Reviewed by:


Chief Financial Officer

REPORT


DATE: June 7, 2007

TO: Administration Committee
Regional Council

FROM: Philip Law, Corridors Program Manager, 213-236-1841, law@scag.ca.gov

SUBJECT: I-710 EIR/EIS Funding Agreement

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Direct SCAG staff to develop a Funding Agreement with the MTA that would commit SCAG to \$3 million—comprising \$2 million in direct support and \$1 million in “in-kind” activities—over the duration of the project, which is expected to be 43 months.

The direct support would be provided as follows:

Fiscal Year (FY) 2007/2008:	\$300,000
FY 2008/2009:	\$850,000
<u>FY 2009/2010:</u>	<u>\$850,000</u>
Total direct support:	\$2,000,000

BACKGROUND:

Pursuant to the I-710 EIR/EIS MOU approved by the Regional Council on September 14, 2006, staff is continuing to work with MTA to develop the Funding Agreement outlining the specific funding terms and mechanisms for this project. At the time of the MOU development, it was envisioned that SCAG would contribute \$3 million to this project over three years, composed of \$1 million in direct support and \$2 million in “in-kind” contributions.

However, based upon recent discussions with MTA regarding the project schedule and SCAG staff availability for “in-kind” work during this RTP cycle, staff will recommend to the Regional Council that SCAG’s commitment be \$2 million in direct support and \$1 million in “in-kind” contributions over three years. This approach would be the most efficient use of SCAG resources to contribute towards this effort and avoid any potential costly delays to the EIR/EIS work. Staff anticipates presenting the TCC and the Regional Council with a Funding Agreement for approval on July 12, 2007.

FISCAL IMPACT:

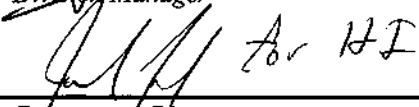
This action would commit SCAG to \$2 million cash over three fiscal years, FY 2007/2008 through 2009/2010. The FY 2007/2008 OWP includes \$300,000 towards this commitment. The \$1 million in “in-kind” activities will be part of the normal course of SCAG activities during this period.

REPORT

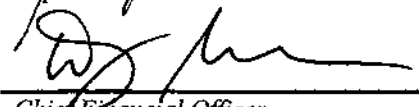
Reviewed by:


Division Manager

Reviewed by:


Department Director

Reviewed by:


Chief Financial Officer

MEMO

DATE: June 7, 2007

TO: Administration Committee and Regional Council

FROM: Wayne Moore, Chief Financial Officer, (213) 236-1804, moore@scag.ca.gov

SUBJECT: CFO Monthly Report for April 2007

BACKGROUND:

Accounting:

Vasquez and Co, LLP, began their interim audit work which is expected to take 2 weeks. To date, no findings have been reported.

The Accounting department developed a new travel expense reimbursement form for elected officials. It will become operational in May. An Accounts Payable aging report was also developed to be used in resolving outstanding vendor invoice issues.

The Finance department developed a performance metric system as a prototype for the entire agency. The final product will become operational next fiscal year.

The recruitment process for 3 vacant positions continues with staff assuming additional duties to cover the workload.

The recommendations of the GASB 45 Working Group re: Other Postemployment Benefits and the Defined Benefit Supplementary Retirement System was presented to the Audit and Personnel Committees in a joint meeting. They accepted the recommendations and recommended adoption by the Regional Council.

The Personal Floating Holiday accrual computation in SAP was activated. SAP records of leave liability were updated so that an interface to our payroll service provider, ADP can be built for paycheck leave activity reporting.

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to SCAG for its Comprehensive Annual Financial Report (CAFR) for the year ending June 30, 2006. The Certificate of Achievement is the highest form of recognition for excellence in state and local government financial reporting. It is awarded only to those CAFRs that achieve the highest standards in government accounting and financial reporting. The Certificate Program, which was established in 1945, is designed to recognize and encourage excellence in financial reporting by state and local governments

MEMO

Budget and Grants (B & G) prepared for and attended the Annual MPO Meeting (formerly the Intermodal Planning Group – IPG). This meeting is required annually to provide for review of SCAG's OWP and activities prior to approval of each new fiscal year OWP. B & G staff coordinated the response to comments on the Draft 07-08 OWP that were presented at the Annual MPO meeting. A follow-up meeting was held with FHWA/FTA and Caltrans in Sacramento to review the SCAG work program. In addition, the Final 07-08 OWP was completed for the May RC meeting.

The FY 06-07 3rd Quarter progress report was finalized and submitted to Caltrans at the end of April. In addition, B & G staff coordinated the preparation of separate reports required by Caltrans for SCAG's 13 discretionary planning grant projects. Discussions were also conducted with Information Services Department staff relative to development of improvements and enhancements to the budget system. The B & G staff also coordinated and assisted the subregions with submittal of their in-kind services workscopes to complete their Cooperative Agreement package.

Grant development work continued in collaboration with program staff and other local agencies for USDOT Urban Partnership Designation and an application was submitted. In addition, SCAG submitted a grant application for the Value Pricing grant funding. Work also began on obtaining a State Office of Emergency Services (OES) grant in partnership with USC, City of LA and the State, for earthquake preparedness.

During April, discretionary grant work included an FHWA audit of the Intelligent Transportation System project at Riverside Transit and providing technical assistance for the Blueprint grant.

Contracts:

The contracts department awarded six contracts, issued four contract amendments, as well as four Requests for Proposals (RFPs). Moreover, contracts staff, Lori Grebbien, saved the agency approximately \$56,655 by negotiating better pricing on three IT related contracts and one office supply contract; Leyton Morgan, Contracts Manager, was able to save the agency an additional \$6,975 by assisting with a Human Resources related contract negotiation. Additionally, contract staff, Sandee Scott and Laura Aguilar in conjunction with audit staff, Richard Howard, saved the agency and additional \$39,621, by reducing the contractor's proposed price on two transportation planning contracts. It is worth noting that since February 2007, contract staff has saved the agency approximately \$138,541.

Further, as part of our on-going strategy to increase competition, contracts staff, Leyton Morgan and Lori Grebbien, attended the Greater LA Vendor Fair and Sandee Scott attended the American Planning Association Conference. Staff marketed SCAG's contracting opportunities at these events, and as a result of staff's participation in these events, staff registered dozens of new vendors into SCAG's bid notification database (the more bidders in the database the greater the likelihood of increased competition).

MEMO

Contracts Cont'd:

Lastly, contract staff, Sandee Scott, submitted the DBE (Disadvantaged Business Enterprise) Utilization Report for the period 10/1/06 ~ 3/31/07, as required by Caltrans. This report reflects commitments and payments actually made to DBEs on Department of Transportation assisted contracts.

FISCAL IMPACT:

There is no fiscal impact.

Reviewed by:



Chief Financial Officer

Southern California Association of Governments
Total Budget vs. Actual Expenditures and Encumbrances
For the Ten Months Ending April 30, 2007

Line Item Description	a Original Budget	b Approved Changes	c Pending Changes	(a+b+c) d Forecasted Budget		e Expenditures	f Encumbrances	(d-e-f) g Budget Balance		h % Budget Remaining
Salaries and Fringe Benefits	\$15,293,452	\$356,815	\$ 35,000	\$15,685,267		\$11,285,564	\$ 254,702	\$4,145,001		26%
Consultants & Professional Services	17,799,082	1,039,755	(25,000)	18,813,837		4,437,251	12,112,118	\$2,264,468		12%
Sub Region Consultants & Staff Projects	4,268,112	(180,000)	(10,000)	4,078,112		221,167	3,350,542	\$506,403		12%
Direct & Indirect Costs	5,379,519	(345,259)	\$ -	5,034,260		3,113,455	820,751	\$1,100,054		22%
All Other	3,875,094	1,104,580	\$ -	4,979,674		1,109,439	-	\$3,870,235		78%
Total	\$ 46,615,259	\$ 1,975,891	\$ -	\$ 48,591,150		\$ 20,166,876	\$ 16,538,113	\$ 11,886,161		24%

- 1) Encumbrances are the remaining balances of contracts or purchase orders and are used for project budgeting purposes only.
- 2) OWP Admin Amend 1 approved by Caltrans on August 15, 2006.
- 3) OWP Admin Amend 2 approved by Caltrans on December 7, 2006.
- 4) OWP Admin Amend 3 approved by Caltrans on March 15, 2007.
- 5) OWP Admin Amend 4 approved by Caltrans on March 27, 2007.
- 6) General Fund budget changes due to RHNA staff and travel.

**Southern California Association of Governments
General Fund Budget vs. Actual Expenditures and Encumbrances
For the Ten Months Ending April 30, 2007**

Line Item Description	a Original Budget	b Approved Changes	c Pending Changes	(a+b+c) d Forecasted Budget		e Expenditures	f Encumbrances	(d-e-f) g Budget Balance		h % Budget Remaining
Salaries and Fringe Benefits	\$100,000	\$ 365,001	\$ 35,000	\$ 500,001		\$562,652	\$ -	(\$62,651)		-13%
Consultant and Professional Services	513,050	25,000	(25,000)	513,050		246,743	190,555	\$75,752		15%
Regional Council (RC) Support	304,800	45,000	(10,000)	339,800		149,674	30,947	\$159,179		47%
RC Special Projects and Sponsorships	109,800	(10,000)	-	99,800		34,961	55,000	\$9,839		10%
All other Budget Categories	493,953	(425,000)	-	68,953		31,776	-	\$37,177		54%
Total	\$ 1,521,603	\$ 1	\$ -	\$ 1,521,604		\$ 1,025,806	\$ 276,502	\$ 219,296		14%

1) Encumbrances are the remaining balances of contracts or purchase orders and are used for project budgeting purposes only.

2) General Fund budget changes due to RHNA staff and travel.

**Budget v. Actual and Encumbrances
Through April 2007**

	Original Budget	Budget Changes	Revised Budget	Yr to Date		Pct of Bud	Encumbrances	YTD		Pct of Bud
				Expenditures Thru Apr	Balance			Expenditures Plus Encumbrs	Balance	
Staff										
Salaries	10,605,287	276,815	10,882,102	7,682,266	3,199,836	71%	-	7,682,266	3,199,836	71%
Temporary Help	395,920	80,000	475,920	373,746	102,174	79%	254,702	628,448	(152,528)	132%
	11,001,207	356,815	11,358,022	8,056,012	3,302,010	71%	254,702	8,310,714	3,047,308	73%
Consultant / Professional Services										
SCAG Consultant	17,254,082	1,009,255	18,263,337	4,288,204	13,975,133	23%	11,923,638	16,211,842	2,051,495	89%
Legal Services	535,000	35,000	570,000	146,047	423,953	26%	169,237	315,284	254,716	55%
Professional Services	10,000	(4,500)	5,500	3,000	2,500	55%	19,243	22,243	(16,743)	404%
	17,799,082	1,039,755	18,838,837	4,437,251	14,401,586	24%	12,112,118	16,549,369	2,289,468	88%
Sub Regions										
Subregional Consultant	3,021,696	(75,058)	2,946,638	147,000	2,799,638	5%	2,290,327	2,437,327	509,311	83%
Subregional Staff Projects	1,246,416	(104,942)	1,141,474	74,167	1,067,307	6%	1,060,215	1,134,382	7,092	99%
	4,268,112	(180,000)	4,088,112	221,167	3,866,945	5%	3,350,542	3,571,709	516,403	87%
Direct Costs										
Internet Access Fees	3,000	-	3,000	2,011	989	67%	917	2,928	72	98%
Software Support	506,363	(80,000)	426,363	107,653	318,710	25%	2,495	110,148	316,215	26%
Hardware Support	57,000	-	57,000	47,554	9,446	83%	13,431	80,985	(3,985)	107%
Repair - Maintenance	0	-	0	0	0	0%	-	0	0	0%
Software Purchases	30,000	-	30,000	31,350	(1,350)	105%	9,545	40,895	(10,895)	136%
Office Rent - Main Office	1,200,807	-	1,200,807	1,055,106	145,701	88%	6,550	1,061,656	139,151	88%
Office Rent - Satellite Office	56,000	-	56,000	48,863	7,137	87%	1,305	50,168	5,832	90%
Equipment Leases	511,247	-	511,247	386,436	124,811	76%	69,110	455,546	55,701	89%
Equipment Repairs	34,730	-	34,730	11,655	23,075	34%	5,667	17,322	17,408	50%
Insurance	183,985	-	183,985	181,775	2,210	99%	-	181,775	2,210	99%
Payroll and Bank Process Fee	34,500	-	34,500	21,515	12,985	62%	-	21,515	12,985	62%
Office Supplies	115,500	-	115,500	92,849	22,651	80%	79,028	171,877	(56,377)	149%
Office Maintenance	-	-	-	-	-	0%	-	-	0	0%
Small Office Purchase	496,095	-	496,095	153,818	342,277	31%	291,167	444,985	51,110	90%
Telephone Charges	90,526	-	90,526	64,614	25,912	71%	1,730	66,344	24,182	73%
Postage and Delivery	82,000	-	82,000	49,359	32,641	60%	28,568	77,927	4,073	95%
SCAG Memberships	97,814	-	97,814	80,104	17,710	82%	-	80,104	17,710	82%
Professional Memberships	10,980	-	10,980	4,964	6,016	45%	3,084	8,048	2,932	73%
Resource Materials and Subs	43,550	-	43,550	78,927	(35,377)	181%	138,251	217,178	(173,628)	499%
Depreciation - Furniture	5,000	-	5,000	8,695	(3,695)	174%	-	8,695	(3,695)	174%
Depreciation - Computer	40,000	-	40,000	33,990	6,010	85%	-	33,990	6,010	85%
Amortization Lease	0	-	0	1,722	(1,722)	0%	-	1,722	(1,722)	0%
Capital Outlay	44,000	(44,000)	0	-	0	0%	-	0	0	0%
Recruitment Notices	25,000	-	25,000	10,621	14,379	42%	12,323	22,944	2,056	92%
Public Notices	65,000	(8,000)	57,000	1,022	55,978	2%	6,100	7,122	49,878	12%
Staff Training	181,000	107,500	288,500	139,646	148,854	48%	32,154	171,800	116,700	60%
RC & Committee Meetings	22,000	-	22,000	12,876	9,124	59%	11,254	24,130	(2,130)	110%
RC Retreat	17,500	-	17,500	1,000	16,500	6%	14,000	15,000	2,500	86%
RC General Assembly	17,500	-	17,500	1,050	16,450	6%	3,655	4,705	12,795	27%

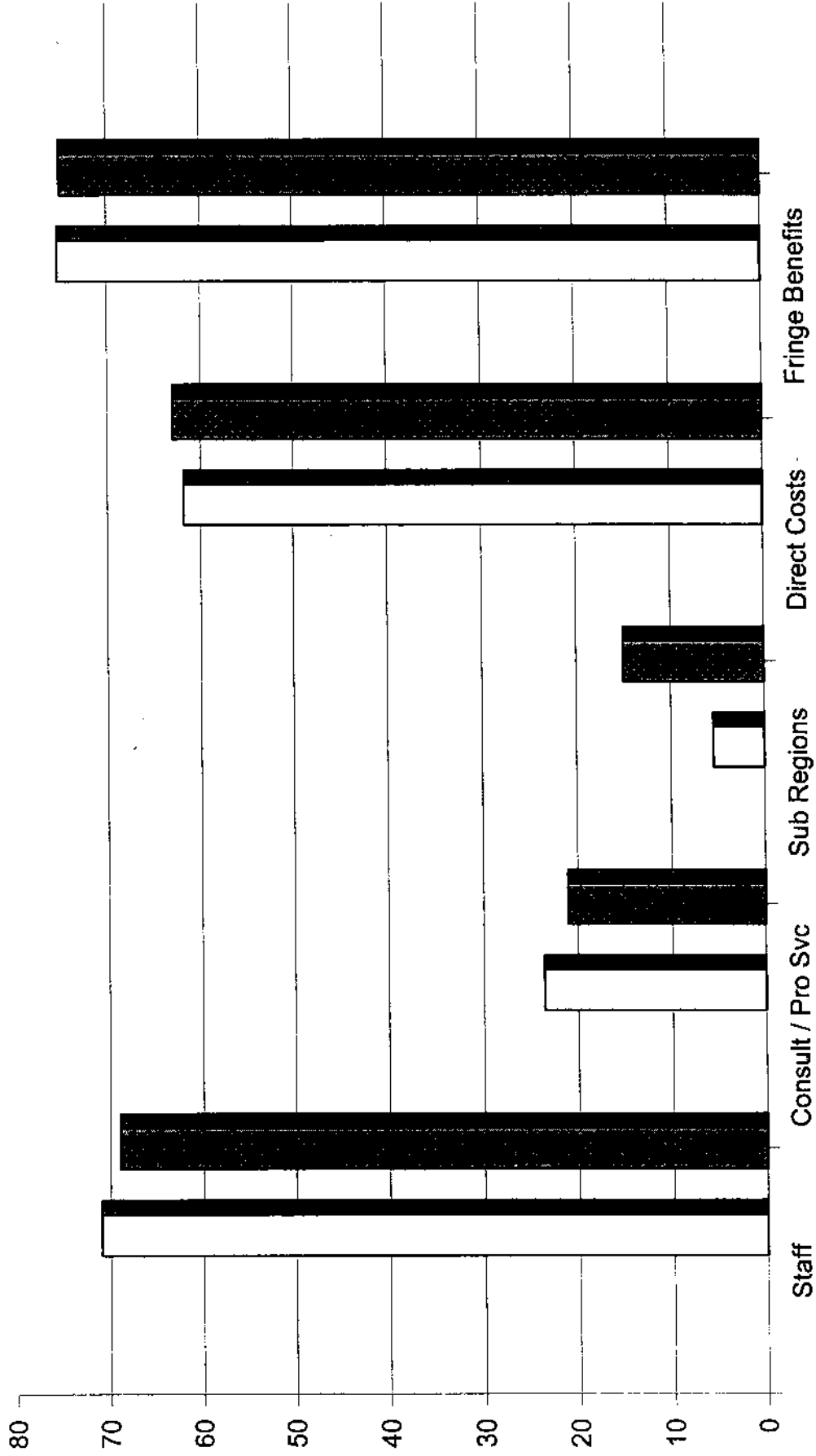
**Budget v. Actual and Encumbrances
Through April 2007**

	Original Budget	Budget Changes	Revised Budget	Yr to Date Expenditures Thru Apr	Balance	Pct of Bud	Encum- brances	YTD Expenditures Plus Encumbrs	Balance	Pct of Bud
Other Meeting Expense	46,500	42,400	88,900	28,822	60,078	32%	21,684	50,506	38,394	57%
Miscellaneous	188,583	6,141	174,724	17,708	157,016	10%	6,430	24,138	150,586	14%
RC Meeting Stipends	130,000	-	130,000	87,195	42,805	67%	-	87,195	42,805	67%
Letter of Credit Interest	75,000	(34,161)	40,839	5,000	35,839	12%	-	5,000	35,839	12%
Caltrans Rapid Pay Fees	1,000	-	1,000	825	175	83%	-	825	175	83%
Cash Contributions to Projects	346,839	(346,839)	0	(1,574)	1,574	0%	-	(1,574)	1,574	0%
Printing	190,000	1,500	191,500	66,210	125,290	35%	6,163	72,373	119,127	38%
Travel	305,400	20,200	325,600	192,974	132,626	59%	790	193,764	131,836	60%
Travel - Lod > Per Diem	3,000	-	3,000	4,971	(1,971)	166%	-	4,971	(1,971)	166%
Travel - Event Registration	28,800	-	28,800	47,188	(18,388)	164%	350	47,538	(18,738)	165%
NARC BOARD EXPENSE	3,500	-	3,500	-	3,500	0%	-	-	3,500	0%
RC Special Projects	18,000	-	18,000	10,662	7,338	59%	50,000	60,662	(42,662)	337%
RC Sponsorships	91,800	(10,000)	81,800	24,299	57,501	30%	5,000	29,299	52,501	36%
	5,379,519	(345,259)	5,034,260	3,113,455	1,920,805	62%	820,751	3,934,206	1,100,054	78%
Fringe Benefits										
Vacation Accrual Reconciliatio	-	-	-	0	0	0%	-	0	0	0%
Severance Pay	-	-	-	0	0	0%	-	0	0	0%
Sick Leave Payback	-	-	-	0	0	0%	-	0	0	0%
Compensation Awards	-	-	-	7,539	(7,539)	0%	-	7,539	(7,539)	0%
Retirement - PERS	1,958,949	-	1,958,949	1,438,545	520,404	73%	-	1,438,545	520,404	73%
Retirement - PARS	58,045	-	58,045	59,408	(1,363)	102%	-	59,408	(1,363)	102%
Health Insurance	1,185,855	(260,000)	925,855	634,761	291,094	69%	-	634,761	291,094	69%
Dental Insurance	117,067	-	117,067	73,637	43,430	63%	-	73,637	43,430	63%
Vision Insurance	39,159	-	39,159	22,235	16,924	57%	-	22,235	16,924	57%
Life Insurance	95,000	-	95,000	65,157	29,843	69%	-	65,157	29,843	69%
Medical & Dental Cash Rebat	240,000	260,000	500,000	467,317	32,683	93%	-	467,317	32,683	93%
Medicare Tax	157,977	-	157,977	106,903	51,074	68%	-	106,903	51,074	68%
Tuition Reimbursements	5,000	-	5,000	3,000	2,000	60%	-	3,000	2,000	60%
Bus Passes	23,250	(12,500)	10,750	10,729	21	100%	-	10,729	21	100%
Carpool Reimbursements	4,120	-	4,120	2,240	1,880	54%	-	2,240	1,880	54%
Bus Passes - Taxable	54,000	12,500	66,500	54,835	11,665	82%	-	54,835	11,665	82%
Workers Comp Insurance	236,900	-	236,900	234,722	2,178	99%	-	234,722	2,178	99%
Misc. Employee Benefits	11,923	-	11,923	(7,401)	19,324	-62%	-	(7,401)	19,324	-62%
Unemployment Insurance	25,000	-	25,000	(1,409)	26,409	-6%	-	(1,409)	26,409	-6%
Deferred Comp Match	76,500	-	76,500	54,646	21,854	71%	-	54,646	21,854	71%
Benefit Administration Fees	3,500	-	3,500	2,688	812	77%	-	2,688	812	77%
	4,292,245	-	4,292,245	3,229,552	1,062,693	75%	-	3,229,552	1,062,693	75%
Other										
Soft Match Contributions	4,025,853	203,136	4,228,989	1,098,273	3,130,716	26%	-	1,098,273	3,130,716	26%
Exp - Local cash	165,625	148,212	313,837	11,166	302,671	4%	-	11,166	302,671	4%
Reconcile to Burden	(316,384)	753,232	436,848	0	436,848	0%	-	0	436,848	0%
	3,875,094	1,104,580	4,979,674	1,109,439	3,870,235	22%	0	1,109,439	3,870,235	22%
Grand totals:	46,615,259	1,975,891	48,591,150	20,166,876	28,424,274	42%	16,538,113	36,704,989	11,886,161	76%

Southern California Association of Governments
Agency Wide Comparison

% of Budget Spent @ 84% of year

□ FY 06-07 ■ FY 05-06



Budget v. Actual and Encumbrances
General Fund Only
Through April 2007

	Original Budget	Budget Changes	Revised Budget	Yr to Date Expenditures Thru Apr	Balance	Pct of Bud	Encum- brances	YTD Expenditures Plus Encumbrs	Balance	Pct of Bud
Staff										
Salaries	31,264	113,156	144,420	173,245	(28,825)	120%	-	173,245	(28,825)	120%
Fringe Burden	17,239	62,394	79,633	97,861	(18,228)	123%	-	97,861	(18,228)	123%
Indirect Burden	51,497	189,451	240,948	291,546	(50,598)	121%	-	291,546	(50,598)	121%
	100,000	365,001	465,001	562,652	(97,651)	121%	-	562,652	(97,651)	121%
Consultant / Professional Services										
SCAG Consultant	313,050	25,000	338,050	225,345	112,705	67%	86,952	312,297	25,753	92%
Legal Services	200,000	-	200,000	21,398	178,602	11%	103,603	125,001	74,999	63%
Professional Services	-	-	-	-	-	0%	-	-	-	0%
	513,050	25,000	538,050	246,743	291,307	46%	190,555	437,298	100,752	81%
Regional Council Support										
TRAINING	25,000	25,000	50,000	-	50,000	0%	-	-	50,000	0%
RC & Committee Meetings	22,000	-	22,000	12,792	9,208	58%	11,254	24,046	(2,046)	109%
RC Retreat	17,500	-	17,500	1,000	16,500	6%	14,000	15,000	2,500	86%
RC General Assembly	17,500	-	17,500	1,050	16,450	6%	3,655	4,705	12,795	27%
Other Meeting Expense	20,000	10,000	30,000	3,118	26,882	10%	842	3,960	26,040	13%
Miscellaneous	21,500	-	21,500	5,736	15,764	27%	1,196	6,932	14,568	32%
RC Meeting Stipends	130,000	-	130,000	87,195	42,805	67%	-	87,195	42,805	67%
Travel	40,800	10,000	50,800	31,575	19,225	62%	-	31,575	19,225	62%
Travel - Lod. > Per Diem	3,000	-	3,000	4,743	(1,743)	158%	-	4,743	(1,743)	158%
Travel - Event Registration	4,000	-	4,000	2,465	1,535	62%	-	2,465	1,535	62%
AMPO Board Expense	-	-	-	-	-	0%	-	-	-	0%
NARC BOARD EXPENSE	3,500	-	3,500	-	3,500	0%	-	-	3,500	0%
	304,800	45,000	349,800	149,674	200,126	43%	30,947	180,621	169,179	52%
RC Special Projects and Sponsorships										
RC Special Projects	18,000	-	18,000	10,662	7,338	59%	50,000	60,662	(42,662)	337%
RC Sponsorships	91,800	(10,000)	81,800	24,299	57,501	30%	5,000	29,299	52,501	36%
	109,800	(10,000)	99,800	34,961	64,839		55,000	89,961	9,839	
All Other Budget Categories										
Payroll Bank Fees	4,500	-	4,500	4,664	(164)	104%	-	4,664	(164)	104%
Office Supplies	-	-	-	247	(247)	0%	-	247	(247)	0%
SCAG Memberships	22,614	-	22,614	22,614	-	100%	-	22,614	-	100%
Capital Outlay	44,000	(44,000)	-	-	-	0%	-	-	-	0%
Recruitment Notice	-	-	-	-	-	0%	-	-	-	0%
Letter of Credit Interest	75,000	(34,161)	40,839	5,000	35,839	12%	-	5,000	35,839	12%
Caltrans Rapid Pay Fees	1,000	-	1,000	825	175	83%	-	825	175	83%
Cash Contributions to Projects	346,839	(346,839)	-	(1,574)	1,574	0%	-	(1,574)	1,574	0%
	493,953	(425,000)	68,953	31,776	37,177	46%	-	31,776	37,177	46%
Grand totals:	1,521,603	1	1,521,604	1,025,806	495,798	67%	276,502	1,302,308	219,296	86%